

The Florida Senate
Committee on Rules and Calendar

Procedures for Registration of Contribution Activity
Requirements under Senate Rule 1.361

According to Senate Rule 1.361(3), “Any Senator who directly or indirectly solicits, causes to be solicited, or accepts any contribution on behalf of, any organization described under section 527 or section 501(c)(4) of the Internal Revenue Code, any political committee, or any committee of continuous existence must immediately disclose such activity to, and register with, the Committee on Rules and Calendar....”

Attached is a registration form. (Forms are also available on the Committee on Rules and Calendar committee web page.) When completed, the form should be returned to 402 Senate Office Building. You will receive a verification from the committee that a completed form is on file. If there are two or more Senators involved in the organization, one form, signed by each active Senator, will be sufficient.

After the registration form is filed, you must immediately create a public website which will provide at least the following information:

- * an explanation of the mission of the organization,
- * the organization’s contributions and expenditures, and
- * the identity of all other Senators associated with the organization.

The Committee on Rules and Calendar is to be informed as soon as possible once the website is created. You do not have to report each financial activity directly to the committee, since that information will be available on the website. If the organization already supports a website containing all necessary information, a new website is not needed.

Please remember that a violation of this rule will have serious consequences. Senate Rule 1.361(4) calls for a Senator to be removed from all assigned committees, subject to appeal, if a violation occurs.

A list of completed registrations and related websites will be maintained. Contact the Committee on Rules and Calendar (850.487.5350) if there are any questions regarding the registration process.

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Senator(s) Filing Registration: _____

Organization Name: _____

Organization Address: _____

Organization Website: _____
(or, if not available, e-mail address)

Organization Director/Chair: _____

Contact Telephone Number for Director/Chair: _____

Other Senators Associated with Organization: _____

Signature of Senator Registering Activities: _____

Date of Registration: _____

Senate Rule 1.361(3) requires that a public website be created immediately after this registration is completed. The website must contain: (1) a mission statement for the organization; (2) the names of all Senators associated with the organization; (3) a disclosure of each individual contribution to the organization (within ten business days of deposit); and (4) a disclosure of each individual expenditure made by the organization (within ten business days of the expenditure).

The Committee on Rules and Calendar should be notified of the creation and address of this website.